

BLaST Intermediate Unit #17  
33 Springbrook Drive  
Canton, PA 17724  
(570) 673-6001

On May 16, 2018 the regularly scheduled meeting of the BLaST Intermediate Unit #17 Board of Directors could not be held because a quorum of members was not present. Members agreed to meet as a committee-of-the-whole and have their actions approved at the next official meeting of the Board. This meeting was conducted via videoconferencing between the I.U. #17 Office, Canton, Pennsylvania and the Tioga Room, I.U. #17 Office, 2400 Reach Road, Williamsport, Pennsylvania, BLaST I.U. #17 Office, 33 Springbrook Drive, Canton, Pennsylvania. The meeting was called to order by Ms. Sarah Woodward, Board President, at 7:04 p.m.

Roll Call:

Sarah Woodward, President (W)	Present
Donna Gavitt, Vice President	Absent
Julie Preston, Treasurer	Absent
Debra Agnew (C)	Present
Lori Baer	Absent
Sean Bartlett (C)	Present
Tracy Doughtie	Absent
Doug Eberlin (C)	Present
J. Wilson Ferguson	Absent
Christina Kiessling	Absent
Dan Martin (C)	Present
Nathan Miller	Absent
Peggi Munkittrick (C)	Present
Neal Palmer (C)	Present
Dana Pick (W)	Present
William S. Ruffing	Absent
Lonnie Stethers	Absent
Kelley Wasson	Absent
Annette Zern (C)	Present

Attendance Location Key: C – Canton; W – Williamsport

Others present were: Tim Confer, Brian Driscoll, Robin Holmes, Penny Johnson, Ardis Mason, Mark Nevill, Jon Paulhamus, Sebastian Peipher, Angie Sees, Christina Steinbacher-Reed, and Dana Vermilya.

A copy of the agenda is attached.

**4. Minutes.**

Ms. Agnew moved and Mr. Palmer seconded to approve the minutes of the meeting held April 18, 2018 as presented. The Committee recommended unanimously that this action be approved at the next official meeting of the Board.

Ms. Agnew moved and Mr. Palmer seconded to approve the following:

**5. Finance.**

**A. Approval of Bills**

Bills for the month of April 2018, for General Operations, Special Education, and Capital Project Fund are attached.

**B. 2018 - 2019 Budgets**

The 2018-2019 budgets are attached.

The Committee recommended unanimously that this action be approved at the next official meeting of the Board.

Mr. Martin moved and Mr. Eberlin seconded to approve the following:

**7C. Personnel, Substitute Teachers and Substitute Teacher Aides.**

1. The administration recommends approval of the list of substitute teachers and substitute teacher aides for the 2017-2018 school term, attached.
2. The administration recommends approval of the list of Mission One employees for the 2017-2018 school term, attached.
3. The administration recommends approval of the list of eligible OVR students enclosed. They will be paid a stipend of \$10.50 per hour for a maximum of 90 total hours during the 2017-2018 school year.

**7D. Personnel, Extension of Work Years.**

**1. Ms. Melissa Martens - Psychologist**

Due to a request, the administration recommends that the Board approve an extension of work year for Ms. Melissa Martens up to an additional ten (10) days, at her 2017-2018 per diem rate.

**2. Ms. Jessica Durn-Marzo - Psychologist**

Due to a request, the administration recommends that the Board approve an extension of work year for Ms. Jessica Durn-Marzo up to an additional twelve (12) days, at her 2017-2018 per diem rate.

**3. Ms. Amy Breon - Educational Consultant**

Due to a request, the administration recommends that the Board approve an extension of work year for Ms. Amy Breon for one (1) day, at her 2017-2018 per diem rate.

The Committee recommended unanimously that this action be approved at the next official meeting of the Board.

Ms. Munkittrick moved and Mr. Palmer seconded to approve the following:

**8. Items Requiring Routine Formal Action by the Board.**

**A. Approved Field Trips**

The Executive Director would like to inform the Board that the list of Field Trips, attached as page 17, has been approved for the current school year.

**B. PSBA Delegate**

The administration requests that the Board consider appointing J. Wilson Ferguson as a voting delegate to represent the IU at the PSBA meeting on Friday, October 19, 2018.

**C. Revised Contract for Services – Just 4 Kids (Katie Tiffany) OTR – Early Intervention 2017-2018**

At the May 17, 2017 meeting, the Board approved a contract with Just 4 Kids (Katie Tiffany), for occupational therapy services to eligible Early Intervention students on a case-by-case basis and OT clinic evaluations as needed, effective July 1, 2017 through June 30, 2018, at a rate of \$35.91 per 15 minute intervals = 143.64 per hour, following the EI calendar, Total Cost of Services not to exceed \$52,000.

Due to the need for additional services, the administration recommends that the Board approve a revised contract with Katie Tiffany an additional \$68,000; Total Cost of Services not to exceed \$120,000.

**D. OPEB Participation- OPEB Trust**

The administration recommends that the Board approve contributions to the Pennsylvania OPEB Trust as noted on the Participation Agreement. A copy is attached.

**E. Second Reading – BLaST Intermediate Unit 17 Policies**

Policy for second reading is attached.

Policy 810 Transportation

**F. 2018-2019 Yearly Calendar- LaSaQuik**

The administration recommends that the Board approve the 2018-2019 yearly calendar for LaSaQuik, attached.

**G. 2018-2019 Yearly Calendar- Clear Vision**

The administration recommends that the Board approve the 2018-2019 yearly calendar for Clear Vision, attached.

**H. 2018-2019 Yearly Calendar- Academy for Integrated Studies- South**

The administration recommends that the Board approve the 2018-2019 yearly calendar for the IU 17 Academy for Integrated Studies- South, attached.

**I. 2018-2019 Yearly Calendar- Academy for Integrated Studies- North**

The administration recommends that the Board approve the 2018-2019 yearly calendar for the IU 17 Academy for Integrated Studies- North, attached.

**J. 2018-2019 Yearly Calendar- Lycoming Day Treatment**

The administration recommends that the Board approve the 2018-2019 yearly calendar for Lycoming Day Treatment, attached.

**K. 2018-2019 Yearly Calendar- BSI Partial Hospitalization Program**

The administration recommends that the Board approve the 2018-2019 yearly calendar for BSI Partial Hospitalization program, attached.

**L. Contract for Services – Schoonover Plumbing & Heating**

The administration recommends that the Board approve a contract with Schoonover Plumbing & Heating for the installation of a new air conditioning unit in the Canton office server room. Total cost of contract not to exceed \$4,650.

**M. Contract for Services – Preschool Early Intervention Program – 2018-2019**

The administration recommends approval of agencies as subcontractors for the placement of preschool handicapped children for the 2018-2019 fiscal year. The agencies will be utilized as the child's program necessitates the agency's service.

The cost of program placement or educational services is listed with each agency.

**Subcontractors**

**Contract for Services – Therapy Source, Occupational Therapy- Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with Therapy Source, Occupational Therapy services to eligible students effective July 1, 2018 through June 30, 2019; OTR \$85 per hour up to 16 hours a week following the EI calendar; Total Cost of Services not to exceed \$52,000.

**Contract for Services –Pivot – Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with Procure, Physical Therapy, for Physical Therapy services for eligible Early Intervention students on and as needed basis up to 8 hours per week following the EI calendar, effective July 1, 2018 through June 30, 2019; at a rate of \$95 per hour including

Travel, Direct Service, Meeting, Consultation and Documentation time; Total Cost of Services not to exceed \$29,000.

**Contract for Services – Just 4 Kids (Katie Tiffany) OTR – Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with Just 4 Kids (Katie Tiffany), for occupational therapy services to eligible Early Intervention students on a case-by-case basis and OT clinic evaluations as needed, effective July 1, 2018 through June 30, 2019; at a rate of \$35.91 per 15 minute intervals= 143.64 per hour. , following the EI calendar, Total Cost of Services not to exceed \$120,000.

**Contract for Services- Just 4 Kids (Katie Tiffany) – COTA- Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with Just 4 Kids (Katie Tiffany), for Occupational Therapy services to eligible Early Intervention students on a case-by-case basis, effective July 1, 2018 through June 30, 2019; at a rate of \$32.41 per 15 minute Units. Following the EI calendar, Total Cost of Services not to exceed \$21,000.

**Contract for Services – Hope Enterprises, Williamsport, Physical Therapy – Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with Hope Enterprises, Williamsport; Physical Therapy services for eligible Early Intervention students in Bradford, Lycoming and Sullivan counties, up to 30 hours per week including travel time, PTA services up to 6 hours per week, following the EI Calendar, effective July 1, 2018 through June 30, 2019; \$88 per hour for direct service, \$135 Flat rate for Evaluations/ re-evaluations, and \$48 Travel rate per hour, \$77 PTA rate per hour; Total Cost of Services not to exceed \$145,000.

**Contract for Services – Melinda Godshall, Physical Therapist – Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with Melinda Godshall, Physical Therapy services for Early Intervention students following the EI calendar, effective July 1, 2018 through June 30, 2019; at a rate of \$42.25 per 15 minutes of services up to 9 Hours a week, including (direct, travel, set up, equipment, consultation, meetings, documentation) Total Cost of Services not to exceed \$50,000.

**Contract for Services –UPMC Susquehanna Health/ Soldiers and Sailors Memorial Hospital – Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with UPMC Susquehanna Health/ Soldiers and Sailors Memorial Hospital, Wellsboro, for Physical Therapy services for eligible Early Intervention students in Tioga County, effective July 1, 2018 through June 30, 2019; at a rate of \$76.81 per hour and mileage at IRS Rate; Total Cost of Services not to exceed \$30,000.

**Contract for Services – Guthrie Towanda Memorial Hospital – Early Intervention 2018-2019**

The administration recommends that the Board approve a contract with Guthrie Towanda Memorial Hospital, Towanda, for Occupational, Physical, and Speech therapy services for eligible Early Intervention students in Bradford and Sullivan Counties on an AS NEEDED basis, following the EI calendar, effective July 1, 2018 through June 30, 2019; at a rate of \$100.80 per hour, to include travel, session, meeting and documentation time; Total Cost of Services not to exceed \$60,000.

**N. Addendum to Mission One and Source4Teachers Agreements**

The administration recommends that the Board authorize the Executive Director to enter into an addendum with Mission One and Source4Teachers, for contracted services related to ESY staffing needs.

**O. Lease –First United Methodist Church, Mansfield – Early Intervention 2018-2019**

The administration recommends that the Board approve a rental agreement with the First United Methodist Church, Mansfield; for space rental for use of the Early Intervention clinic and service providers, effective July 1, 2018 through June 30, 2019; at a rate of \$250 per month; Total Cost not to exceed \$3,000.

**P. Lease - Central Bradford Progress Authority- Early Intervention 2018-2023**

The administration recommends that the Board approve a rental agreement with Central Bradford Progress Authority, for the rental of classroom space, effective July 1, 2018 through June 30, 2023; at a rate of \$26,970 per year, Total Cost of Services not to exceed \$134,850.

**Q. LearnSTEMic Partnership Agreement with Luzerne IU 18 2018-2019**

The administration recommends that the Board approve a LearnSTEMic Partnership Agreement with Luzerne IU18 effective July 1, 2018 through June 30, 2019; Total Cost of Agreement is \$3,000.

**R. Contract for Services – Hope Enterprises, Williamsport, Physical Therapy – School Aged Students 2018-2019**

The administration recommends that the Board approve a contract with Hope Enterprises, Williamsport; Physical Therapy services for eligible School Age students in Bradford, Lycoming and Sullivan counties, effective July 1, 2018 through June 30, 2019; \$88 per hour for direct service, \$137 Flat rate for Evaluations/ re-evaluations, and \$80 Travel rate per hour, \$77 PTA rate per hour; Total Cost of Services not to exceed \$75,000.

The Committee recommended unanimously that this action be approved at the next official meeting of the Board.

The record of investments dated April 30, 2018 was presented as follows: Year-to-Date Earnings on Investments is \$82,771.67(1% Cash Management Account), First Citizens Community

Bank, Canton; and Year-to-Date Earnings on Project Fund is \$9,097.42 (1% Capital Fund Account), First Citizens Community Bank, Canton.

Ms. Starner gave an update on the Special Education programs.

An update was given by Ms. Johnson on the Professional Learning and Curriculum departments.

Dr. Steinbacher-Reed gave her executive director update and reported on the Pennsylvania Association of Intermediate Units (PAIU) meeting that took place on May 3 & 4, 2018.

A nomination committee was formed to create a slate of officers for the 2018-2019 year. It will consist of Ms. Baer, Ms. Preston, and Ms. Pick.

There being no more business, Mr. Bartlett moved and Mr. Eberlin seconded to adjourn the meeting at 7:59. All were in favor.

Respectfully Submitted,

Brian Driscoll  
Board Secretary